

<b>Company</b>	Everyday Corporate Pte. Ltd.
<b>Digital Solution Name &amp; Version Number<sup>1</sup></b>	Everyday Corporate Xero Cloud Accounting Software - Package 1 - Standard
<b>Appointment Period</b>	18 August 2022 to 17 August 2023
<b>Extended Appointment Period<sup>2</sup></b>	18 August 2023 to 17 August 2024

**Standard Packaged Solution (ie. Minimum items to be purchased)**

Cost Item	Unit Cost (\$)	Unit	Quantity	Subtotal (\$)	Qualifying Cost* (\$)
1) Software Xero Cloud Accounting Software subscription Standard for 1 year Modules include: - Send invoices and quotes - Peppol ready for e-invoicing - Enter bills - Budgeting - Reconcile bank transactions - Capture bills and receipts with Hubdoc - Inventory tracking - Fixed asset management - GST returns		per month	12.00		
2) Hardware Not Applicable					
3) Professional Services - Setup chart of accounts - Customisation of invoices and quotations - Configuration of user access level - Consultation & Integration with one connected app in Xero ecosystem - Creation of standard workflow to aid the ongoing process (Recommendation of best practices) - No data migration included		per man day	1.00		
4) Training - Up to 5 days of training including personalised training on video call for up to 3 users, self-learning training, guidebooks and training videos, training materials comprises of hands-on exercise, case study, e-learning & useful tips.		per man day	2.00		
5) Others Not Applicable					
<b>Total</b>				<b>\$ 3,000.00</b>	<b>\$ 2,960.00</b>

<sup>1</sup> A higher upgrade of the software version is acceptable, for example solution version 3.x allow anything from 3.0 to 3.99999

<sup>2</sup> As specified in the Letter of Appointment, IMDA may exercise the option to extend the Appointment Duration for an additional one-year ("Extended Appointment Period")

\* Qualifying cost refers to the supportable cost to be co-funded under the grant